ASSEMBLY HUMAN RESOURCES COMMITTEE
THE CITY AND BOROUGH OF JUNEAU, ALASKA

April 11, 2016 6:00 PM
Chambers

I. ROLL CALL

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

A. February 8, 2016 Human Resources Committee Minutes

B. February 29, 2016 Human Resources Committee Minutes

C. March 21, 2016 Human Resources Committee Minutes

IV. PUBLIC PARTICIPATION

(Not to exceed a total of 10 minutes nor more than 2 minutes for any individual).

V. AGENDA TOPICS

A. Board Matters

1. Juneau Human Rights Commission

   Members of the Human Rights Commission will be present to meet with the Human Resources Committee to review current activities and difficulties in obtaining a quorum for meetings. There are two open seats on the commission. Applications are available in the paper packet and in board view for committee members.

2. Personnel Board

   A 2015 Annual Report is in the packet and there are two expired terms for "management" seats on the board to fill. Applications are available in the paper packet and in board view for committee members.

3. Juneau Commission on Sustainability

   The Juneau Commission on Sustainability (JCOS) would like to correct what it believes was an error that reduced the number of public members from nine to seven (CBJ Resolution 2718). JCOS requests an amendment to Resolution 2718 to increase the number of voting members of the public to the original number of nine.

4. Resolution 2751 A Resolution Reestablishing the Fisheries Development Committee, and Repealing Resolution 2418.

The Fisheries Development Committee requests a change to its membership, from seven members to five members, to aid in obtaining a quorum for its meetings.

5. Ordinance 2016-06 An Ordinance Amending Title 40 of the City and Borough Code of Ordinances Relating to Hospitals.

   This ordinance would amend Title 40 to make the hospital organization and meeting provisions more consistent with those of other enterprise boards. It removes unnecessary redundancies as well as provisions required to be in medical staff bylaws, and it updates medical staff provisions to reflect the current healthcare industry and to comply with the requirements of The Joint Commission, the Center for Medicare and Medicaid Services, and the Alaska Department of Health and Social Services. This ordinance also brings the BRH personnel rule adoption process into conformity with the general CBJ process for adopting personnel rules.

   An Ad Hoc Governance Committee of the Hospital proposed these Title 40 revisions to the Hospital Board, which at its February 23, 2016, meeting approved forwarding the proposed revisions to the Manager for an ordinance to be adopted by the Assembly. The Chief of Staff of the BRH Medical Staff has also indicated, by letter dated March 10, 2016, that the Medical Staff supports the proposed Title 40 amendments. This ordinance was a subject of discussion at the Special Assembly Meeting - Joint Meeting with Hospital Board on March 14, 2016. It was introduced at the March 21, 2016 Regular Assembly meeting and referred to the Human Resources Committee for review.

B. Other Business

VI. STAFF REPORTS

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 72 hours prior to any meeting so arrangements can be made to have a sign language interpreter present or an audiotape containing the Assembly's agenda made available. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org

ASSEMBLY HUMAN RESOURCES COMMITTEE THE CITY AND BOROUGH OF JUNEAU, ALASKA MINUTES

February 8, 2016 5:30 PM
Chambers
Please note start time of 5:30p.m. is different than the usual 6pm start time.

I. ROLL CALL

Chair Loren Jones called the meeting to order at 5:30 p.m.

HRC members present: Loren Jones, Maria Gladziszewski, and Barbara Sheinberg [Clerk's note: The fourth seat on the HRC was vacant due to the District 2 Vacant Assembly seat.]

Other Assemblymembers present: Jerry Nankervis and Debbie White

Staff present: Deputy Clerk Beth McEwen; Parks and Recreation Director Kirk Duncan; Lands Manager Greg Chaney; CDD Planning Manager Beth McKibben; and Municipal Clerk Laurie Sica

[Clerk's note - due to technical difficulties, there was a delayed start to the audio recording of this meeting and the audio began as of 5:37p.m. during the Juneau Affordable Housing Commission Annual Report portion of the meeting.]

II. APPROVAL OF AGENDA

There being no changes, the agenda was approved as presented.

III. APPROVAL OF MINUTES

A. January 11, 2016 Regular Human Resources Committee Minutes

Hearing no objection, the minutes of the January 11, 2016 Regular Assembly Human Resources Committee meeting were approved.

IV. PUBLIC PARTICIPATION – None.

(Not to exceed a total of 10 minutes nor more than 2 minutes for any individual).

V. AGENDA TOPICS

A. Board Matters

1. Building Code Advisory Committee Appointments

There were two open seats on the Building Code Advisory Committee and two applications from incumbents Christopher Giannotti and Douglas Murray.

MOTION by Ms. Gladziszewski to recommend the Assembly reappoint Christopher Giannotti and Douglas Murray to the Building Code Advisory Committee to terms expiring November 30, 2018. *Hearing no objection, the motion passed.*

2. Historic Resources Advisory Committee Appointment

There was one open seat on the Historic Resources Advisory Committee and one application from Gary Gillette.

MOTION by Ms. Sheinberg to recommend the Assembly appoint Gary Gillette to the Historic Resources Advisory Committee to a term beginning immediately and expiring June 30, 2019. *Hearing no objection, the motion passed.*

3. Juneau Affordable Housing Commission Annual Report and Appointments

Juneau Affordable Housing Commission Chair Tamara Rowcroft went over the highlights of the annual report as found in the HRC packet and introduced Norton Gregory who was also present from the commission. She mentioned that once the Chief Housing Officer is hired the commission will be going over the Housing Action Plan and then bring it back to the Assembly for final approval. This next year, the commission will be looking at the Mobile Home Down-Payment Assistance Loan Pilot Program. It is currently being reviewed in Law and the commission hopes to implement it this next year.

Mr. Jones said he was at a Juneau Economic Development Council meeting at which some of the Juneau legislative delegation was present and it was mentioned that the funding for the high school home building program had been eliminated. He asked if she knew if that program was in the governor's budget and if any cuts would affect next year's building program. He knew that there were two Lena lots sold at less than market value targeted for that program. Ms. Rowcroft said both those homes are currently under construction. The first one will be completed at the end of this school year. The second home is slated for completion at the end of 2016. They have been working with families who have been interested in purchasing those homes. She said their partnership has been expanded to include the University of Alaska Southeast (UAS) and the Construction Academy. What they are looking for right now is additional funding for the program's teacher at the high school. There have been a number of cuts in the funding picture and the state funding to pay for that teacher for the community and technical education piece has been cut. They are looking at working with the school district and the university and looking for ways to keep that position at the high school. They still have the opportunity for UAS students and other Construction Academy students to participate and high school students still have the option of enrolling and taking a class after school or during non-school hours. Many of the kids currently participating in the program are high school seniors and are interested in pursuing this profession so they are quite motivated to participate.

Ms. Gladziszewski said she recently attended a JAHC meeting and appreciated all the work the members of the commission put in. She asked the commission's opinion of the Housing Action Plan. Ms. Rowcroft said the commission is happy with the plan and they feel like the recommendations are tools that are very frequently used in many communities around the nation. They see the opportunity for many of those tools to be really effective in Juneau and the commission is excited about promoting the plan to the community and working with the community to try to move housing forward.

Mr. Jones thanked the commission for its work and Ms. Rowcroft for the annual report presentation.

There were three open seats on the Juneau Affordable Housing Commission and applications received from incumbents Mandy Cole, Margaret O'Neal, and applicants Kathleen Strasbaugh, Lennon Weller, and Samantha Weinstein.

Ms. Strasbaugh and Samantha Weinstein were in the audience and spoke to their reasons for applying for the board. Ms. Strasbaugh said she mainly wanted to emphasize that she was only applying for the open seat on the commission and not to replace one of the incumbents. Ms.

Weinstein said she is relatively new to Juneau and was applying to be more involved in the community. Her previous work in San Diego relating to housing discrimination. She has seen some of the troubles her clients are having with affordable housing and she would like to be part of shaping that for her generation.

MOTION by Ms. Gladziszewski to recommend the reappointments of Mandy Cole and Margaret O'Neal and the appointment of Kathleen Strasbaugh for terms ending January 31, 2019.

Ms. Gladziszewski noted that Ms. Weinstein is also interested in another board as well as this one.

Ms. Sheinberg said she supported that motion and that she was happy that Ms. Strasbaugh is working with the senior citizens support services and on the upcoming assisted living facility as she felt that would be an important connection to have on the Juneau Affordable Housing Commission. She said that if this motion goes forward, she would encourage Ms. Weinstein to attend Juneau Affordable Housing Commission meetings and stay involved. *Hearing no objection, the motion passed.*

4. Juneau Human Rights Commission - Appointments

There were two open seats on the Juneau Human Rights Commission, one for a term expiring May 31, 2016 and one for a term expiring May 31, 2017 and two applicants, Samantha Weinstein and Michael Scott.

MOTION by Ms. Gladziszewski to recommend the Assembly make the following appointments to the Juneau Human Rights Commission: Samantha Weinstein to the seat expiring May 31, 2017 and Michael Scott to the seat expiring May 31, 2016. *Hearing no objection, the motion passed.*

5. Parks and Recreation Advisory Committee Annual Report and Appointments

Parks and Recreation Advisory Committee (PRAC) Vice-Chair Josh Anderson presented highlights of the PRAC annual report. During the 2015 calendar year, there was quite a bit of change including three new members appointed, and Kirk Duncan taking over as Parks and Recreation Department Director. The main projects they worked on included the beginnings of some monumental goals for the PRAC such as redefining the mission statement for Parks and Rec.

His highlights from the 2015 PRAC report including:

- The empowered Aquatics Board,
- Fieldhouse restroom concessions,
- Franklin Street and Pocket Park issues,
- Recommendations relating to the Lands Management Plan,
- Mt. Jumbo gym assessment for its future,
- Parks and Rec fees and charges and cost recovery review,
- Use of social media in broadening Parks & Rec outreach into the community,
- Changes at Zach Gordon including the retirement of Kristie West and Jorden Nigro taking over and the remodel of the kitchen,
- Zach Gordon taking on the BAM (Body And Mind) program as well as the Young Parent Healthy Teen programs under their umbrella, and
- Treadwell Arena having a 20% revenue increase for the year.

The HRC members, Mr. Anderson, and Mr. Duncan discussed a number of issues that will be coming up for the PRAC. Mr. Jones asked about the status of the work on the Parks and Recreation Comprehensive Plan. Mr. Duncan said they are currently advertising for the position of a long term temporary position for a Plan Manager. The person hired for that position will be tasked with coordinating the Parks & Rec. Comprehensive Plan process as well as reviewing fees and charges and developing a rational cost recovery plan for the various facilities. This is a part time temporary position and they anticipate it being a two-year process.

There were three open seats on the PRAC and one application from incumbent Traci Gilmour.

MOTION by Ms. Gladziszewski to recommend the Assembly reappoint Traci Gilmour to the PRAC for a term expiring February 28, 2019 and she hopes that more people would be encouraged to apply for the remaining seats. *Hearing no objection, the motion passed.*

Ms. McEwen provided clarification that the two remaining incumbents had not indicated that they did not wish to continue to serve; they just had not submitted applications for reappointment yet. In accordance with the advisory board rules of procedure, they may continue to serve past their term expiration date until one of the following occurs:
1) They officially state they want to step down as of their term expiration date; or
2) They submit an application and are reappointed by the Assembly; or
3) The Assembly appoints another applicant to that vacant seat.

6. Sales Tax Board of Appeals Annual Report and Appointments

Ms. McEwen stated that she staffs the Sales Tax Board of Appeals and the board did not have to meet during the 2015 calendar year but she was available to answer any questions the HRC members might have. Hearing none, the annual report was accepted as presented in the packet.

There were three seats on the board for terms expiring December 31, 2018. Two of the three incumbents submitted applications for reappointment.

MOTION by Ms. Sheinberg to recommend the Assembly reappoint Tim Cottongim and Mark Smith to the Sales Tax Board of Appeals to seats for terms expiring December 31, 2018. *Hearing no objections, the motion passed.*

Mr. Jones asked if this board's membership falls under the same clause as the PRAC in that the incumbents may serve past their term expiration date until one of the three criteria listed above is met. Ms. McEwen stated that does apply to this board and the incumbent had not yet responded about his preference but he often travels at this time of year.

B. Liquor Licenses

1. Restaurant/Eating Place License Renewals

Mr. Jones noted that there were two liquor licenses being recommended by staff for protest by the Assembly. Representatives from each company were present and asked to address the committee regarding their license.

License #851 Rodfather's, LLC d/b/a The Broiler; Location: 9109 Mendenhall Mall Road, Juneau - *staff recommended protest based on delinquent sales tax, penalties and interest from the second and third quarters of 2015 totaling $18,955.43 as of January 29, 2016.*

Mr. Rod Morrison thanked the committee for the opportunity to address this issue. He said he considers Juneau his home and has lived here for 23 years and a businessman that whole period. Unfortunately, his business failed and he apologized for the whole situation. He said he is making a valid attempt to correct it. He closed his business in August 2015 and in September 2015 he contacted the CBJ tax department. At that time, Revenue Collector Nicole Tragis was leaving on vacation so it wasn't until October that he could meet with her to set up a payment plan. He paid $5,000 at that time and has made $1,000 payments each month since then out of his paychecks that he is currently receiving and he intends to continue to make those payments until the debt is satisfied. He hoped to be able to keep the liquor license for future prospects and he asked the Assembly not to protest the renewal. Mr. Morrison said he had a copy of the payment plan that he entered into with Ms. Tragis. Ms. McEwen said she did not have a copy of the payment plan from Ms. Tragis and had only received the recommendation of protest from Sales Tax Administrator Clinton Singletary.

Mr. Jones took an at ease during the meeting to allow Ms. McEwen to make a copy of Mr. Morrison's payment plan for each of the committee members.

Ms. McEwen distributed copies of the payment plan and suggested that if the committee wished to defer action at this meeting there was additional time within the 60-day comment period.

MOTION by Ms. Gladziszewski to recommend the Assembly waive its right to protest the liquor license renewal provided the terms of the payment plan was being met on schedule as outlined on Mr. Morrison's payment plan copy.
Hearing no objection, the motion passed.

Mr. Morrison thanked the committee for its action and stated the he made a double payment on the payment plan in December and that it is his intent to alleviate the entire debt. Mr. Jones thanked Mr. Morrison for coming to the meeting and providing the additional information.

License #4405 Tides Complex, Inc. d/b/a Dragon Inn; Location: 5000 Glacier Hwy., Juneau - *staff recommended protest based on non-compliance with the Confession of Judgment signed June 13, 2014.*

Mr. Quy "Peter" Lam representing the Tides Complex, Inc. d/b/a Dragon Inn Chinese Cuisine addressed the committee regarding an outstanding balance owing to CBJ based on a water bill for which he had entered into a payment plan. He said he has not been able to catch up on the outstanding bill due to financial difficulties. He asked the Assembly to extend some time for him to make up the past due payments.

Mr. Lam explained the circumstances last fall under which he had received a letter from the CBJ Revenue Collector informing him that he needed to pay the full balance owning. He came to City Hall to discuss the letter with Ms. Tragis and the City Attorney's office to request additional time. Mr. Lam explained the payments he had made and the HRC members were unclear as to how those payments may have been reflected on the documents before them.

Mr. Jones suggested that the best course of action might be for a motion to delay action on this license until the next HRC to allow staff additional time to collect the information from Mr. Lam and the City Attorney's office and the Collections office.

MOTION by Ms. Sheinberg to defer this item until the next Human Resources Committee meeting so that staff can work with Collections, the City Attorney, and assemble the most recent information about the situation so the Assembly can understand that before any action is taken. *Hearing no objection, the motion passed.*

Mr. Jones informed Mr. Lam that the next HRC meeting will be held on Monday, February 29, 2016 at 6pm and that Ms. Gladziszewski will be chairing the meeting since he will be on the phone calling in from out of state.

Ms. Gladziszewski asked Mr. Lam to make sure he works with staff to have all the current information prior to the next meeting as there cannot be a further continuance of this issue after the February 29 meeting.

C. Other Business

Mr. Jones noted that there were some letters from the Juneau Commission on Aging (JCOA) provided as “red folder” items. He said that during the JCOA's retreat, they had discussed these and he informed them that the proper protocol was for them to forward the request to the Mayor to send letters on behalf of the city.

Mayor Becker has referred these back to the HRC for an initial review and whether the HRC would recommend the Assembly submit the letters as recommended by the JCOA. He said he would address the two letters separately.

Letter #1 re: Support for Alaska Commission on Aging "Sunrise" Legislation Mr. Jones said that he was able to learn the following with respect to the reauthorization of the Alaska Commission on Aging. The House bill is HB226 and it has passed through the HESS Committee with "All Do Pass" recommendations and as of February 5, it was in the House Finance Committee. On the Senate side, it is SB124 and it had passed the State Affairs Committee and Health and Social Services Committee and as of February 5, it was in the Senate Finance Committee. The sunset legislative audit was completed on April 10, 2015 and in that audit, they recommended extending the date of the Alaska Commission on Aging to June 30, 2024. Both those bills are in the respective finance committees of both bodies and they have a positive recommendation from legislative audit and all committees had "Do Pass" recommendations.

The HRC consensus was to recommend the Mayor or Assembly send a letter of support for passage of HB226/SB124.

Letter #2 re: Support for Senior Legislative Concerns
HRC members discussed this letter request and it was the consensus of the committee that the Assembly does not go into this level of detail with respect to o t h e r forms of legislation at the state legislature. Some of the concerns they had related to the pending budget discussions at the legislature. Other members stated that they have not had enough time to learn more about the topics and the proposed bills before the legislature to be able to state their support or not for the recommendations in the proposed letter. They also mentioned that the Assembly hires a lobbyist and gives direction to the lobbyist as to the key pieces of legislation that the Assembly feels are the top priorities as they relate to CBJ in the legislature.

Ms. Sheinberg asked if the JCOA is allowed to send a letter to the legislature in support of particular legislation under their own signature. Mr. Jones explained that the JCOA is an advisory body to the Assembly and their role is to advise the Assembly and it is up to the Assembly to decide whether it would be an official CBJ position one way or another. The individual members of any board may appear and testify or provide letters of support with their own signature as private citizens but not as a group representing CBJ.

Mr. Jones said in light of the consensus from the HRC, he would recommend the Assembly not send the second letter. He said he would also add that if the City Manager, working with the CBJ lobbyist, sees anything in the proposed letter that they may already be working on, for that information to be provided to the Assembly.

Ms. Sheinberg said that given the fiscal climate at the state right now, she thinks CBJ needs to be very strategic in what the Assembly decides to support and lobby for. She stated that there are a lot of items in the proposed letter and she hoped that if there were any particular issue that was highly critical that the JCOA would bring it to the Assembly COW for discussion and include more background information rather than it being included in a letter with many other items.

VI. STAFF REPORTS

Ms. McEwen noted that at the February 29 HRC meeting, the Assembly will hopefully have the fourth member of the HRC assigned to the committee following the Assembly appointment of the new District 2 Assemblymember. She also stated that she appreciated the Assemblymembers keeping the Clerk's office informed of absences with all the special meetings coming up during the next few months. She informed the HRC members that she will be traveling after the March special election and Ms. Sica will be staffing the HRC meeting during that absence.

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

None.

VIII. EXECUTIVE SESSION

IX. ADJOURNMENT

Mr. Jones thanked the members for coming to the meeting at an earlier start time and since there was no further business to come before the committee, he adjourned the meeting at 6:25 p.m.

DRAFT

ASSEMBLY HUMAN RESOURCES COMMITTEE
THE CITY AND BOROUGH OF JUNEAU, ALASKA
MINUTES

February 29, 2016 6:00 PM
Assembly Chambers

I. ROLL CALL

Maria Gladziszewski called the meeting to order at 6 p.m.

HRC Members present: Maria Gladziszewski, Jamie Bursell, and Loren Jones (telephonic)

Other Assemblymembers present: Mayor Mary Becker, Debbie White, Jerry Nankervis

Mayor Mary Becker introduced Mayette Peralta and Kevin Allen - Honorary Mayors for today

II. APPROVAL OF AGENDA

Hearing no objection, the agenda was approved as presented.

III. APPROVAL OF MINUTES

None.

IV. PUBLIC PARTICIPATION

None.

(Not to exceed a total of 10 minutes nor more than 2 minutes for any individual).

V. AGENDA TOPICS

A. Board Matters

1. Fisheries Development Committee Annual Report

Jim Becker Chair of the Fisheries Development Committee spoke to the committee regarding the annual report. The committee requested that the committee membership to be dropped from seven to five members, in order to facilitate a quorum.

The committee discussed the roadside fishery on North Douglas. A lot of people in Juneau don't have boats but want access from the beach to fish. The committee is still looking at the possibilities for a cold storage in Juneau. It is still needed but financing is an issue. The committee has spoken with UAS Fisheries Program at the Auke Bay Campus.

Barbara Sheinberg thanked Mr. Becker for his service on the FDC. She asked if he had any ideas for recruitment. He said the committee took summers off to be able to let their members fish and then start up again in the fall. Mr. Becker said that the group could do business best with five members.

MOTION, by Jones, to request the law department to draft a resolution and bring it back to the next HRC meeting for review regarding reducing the membership of the Fisheries Development Committee to five members. Hearing no objection, it was so ordered.

2. Local Emergency Planning Committee Annual Report and Appointments

LEPC Chair Dan Garcia touched on the highlights of the report. Every seat is filled with primary and alternate members. There are usually 19 members in attendance. Also have a fair number of public and agency staff and members attending. SAIL and JAMHI attend with an interpreter. Vunerable populations are important to have on the LEPC for helping the rest of the representatives to understand some of the issues they have with emergency response.

Mr. Garcia highlighted some of the activities that they participated in during the past year including their support of the CERT since 2012 through grant funding. CERT is currently working with CCFR and the Red Cross to become deployable. Tier II reporting of certain hazardous materials are able to be submitted electronically. This allows for responders to access information on what potential hazards might exist when they respond.

Ms. Gladziszewski said it was impressive how active the committee was. She listed the open seats on the committee.

MOTION, by Jones, to recommend the reappointment of Bill Legere to Seat #6, Media, and Mikko Wilson to Seat #6a, Media Alternate; Dan Garcia to Seat #8, Owner/Operator Right to Know Act; Matthew Musslewhite to Seat #9, Community Group, and Ed Williams to Seat #9a, Community Group Alternate. Hearing no objection, it was so ordered.

3. Sister Cities Committee Annual Report and Appointments

Sister Cities Committee (SCC) Chair Susan Baxter reported on the activities of the committee during the past year. There were two other members of the committee present: Eli Olsen and Chloie Watson. They showed photos of some of the events in the past year. Maria Uchytil and Susan Baxter went to Whitehorse for the 65th celebration of Whitehorse. They gave a framed photo of the Bill Ray mural on the side of CBJ City Hall to the Whitehorse mayor. The RCMPs were invited and came to Juneau and marched in the Juneau 4th of July parade and the two mayors were driven in a car together by Rod Morrison. Juneau received a reciprocal invitation for Juneau to attend the Whitehorse 1st of July parade. She spoke about the display case at the airport with Sister City memorabilia and information that gets changed out every three months or so.

Mayor Becker spoke about dropping the puck for the hockey tournament between Whitehorse and Juneau. The Sister Cities Committee sponsored the first game, sold refreshments, and Juneau won 6:3.

The SCC hopes to work with the Filipino community for more cultural and other exchanges. The community is very supportive of the city having more contact with the City of Kalibo and would like to see the new mayor go there when possible.

MOTION, by Sheinberg, to recommend the reappointment of Joan Mize and Chloie Watson to the Sister City Committee. Hearing no objections, it was so ordered.

MOTION, by Jones to recommend the appointment of Miranda McCarty to the recently vacated seat which expires 1/1/2017. Hearing no objections, it was so ordered.

4. Friends of the Flag Committee Discussion re: Organization and Membership

Judy Ripley, Secretary/Treasurer of the Friends of the Flag group, spoke to the committee. Initially it was done by the Juneau Fire Dept. to fly the 50 state flags along Egan Drive. She said two of the members were no longer in town and her husband was not able to help. The remaining members included Jim Carroll and Kelly Peres. She said she was not a board member.

The committee discussed the vacancy process, advertising and the board application process.

Ms. Ripley questioned the Assembly resolution which requires quarterly meetings. and said an annual meeting was all that was needed.

Mr. Jones said that through donations, Friends of the Flag installed the flags along Egan Drive and replaced damaged flags. He said the resolution as it is now may conflict with the recently established rules for fundraising by committees.

Ms. Ripley said the group tries to keep enough balance in their account for two sets of flags. The business community has been very supportive and has allowed them to order flags wholesale. They only solicited donations when they reached a balance of $3,900 in their account, which was the estimated cost of one set of flags. They had already ordered the new set of flags that should arrive at the end of March.

Mr. Jones recommended that he and city staff meet with the City Attorney and Ms. Ripley to shape a resolution that would better fit the group. He would like to include Jennifer Mannix, CBJ Risk Management, in on the discussion.

Ms. Sheinberg supported that and said that CBJ should be able to be creative in an effort to support the activity.

Ms. Ripley said they have a core of approximately 13 volunteers who were directed by Jim Carroll and had been with them for many years. Tyler Rental lets the committee use one of their vehicles for the placement and removal of the flags.

Ms. Bursell thanked the committee for its work.

B. Liquor Licenses

1. Continued Discussion re: Tides Complex, Inc. dba Dragon Inn Chines Cuisine Inc. Liquor License protested renewal

   Ms. McEwen explained that the red folder contained a copy of the cashiers check for $10,500 plus a monthly payment on the Confession of Judgment on accounts due by the Tides Complex, Inc.

   Bob Bartholomew said that the payment to the Confession of Judgment made the business current on its payment plan.

   Hearing no objection, the committee recommended the HRC waive its right to protest the renewal of the liquor license for the Tides Complex, Inc.

C. Other Business

None.

VI. STAFF REPORTS

None.

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

None.

VIII. EXECUTIVE SESSION

None.

IX. ADJOURNMENT

There being no further business to come before the committee, the meeting adjourned at 6:50 p.m.

Submitted by Laurie Sica, Municipal Clerk

DRAFT

ASSEMBLY HUMAN RESOURCES COMMITTEE
THE CITY AND BOROUGH OF JUNEAU, ALASKA
MINUTES

March 21, 2016 6:00 PM
Chambers

I. ROLL CALL

Chair Jones called the meeting to order at 6:00 p.m. in the Assembly Chambers.

Members Present: Jamie Bursell, Maria Gladziszewski, Loren Jones, Barbara Sheinberg.

Members Absent: None.

Staff Present: Laurie Sica, Municipal Clerk

II. APPROVAL OF AGENDA

Hearing no objection, the agenda was approved with the addition of discussion of the Juneau Commission on Sustainability to "other business."

III. APPROVAL OF MINUTES

None.

IV. PUBLIC PARTICIPATION

None.

(Not to exceed a total of 10 minutes nor more than 2 minutes for any individual).

V. AGENDA TOPICS

A. Board Matters

1. Jensen-Olson Arboretum Advisory Board Annual Report and Appointments

Merle Jensen was present to provide the Board's report, filed by Ed Buyarski, JOAB Chair. The Board is working on more advertisement opportunities, producing a new electronic newsletter, and signage. There is a changing demographic in the visitation at the arboretum, from seniors to younger people with their children, so the arboretum is starting activities to engage youth. Close to 7,000 visitors are expected in 2016, and the numbers are increasing each year. The early spring bloom is on-going at the arboretum.

Ms. Gladziszewski encouraged Mr. Jensen to talk with Discovery Southeast and he said they are talking with them now. He is working with American

Public Gardens organization. Ms. Gladziszewski suggested working with ADF&G on programs as well.

Ms. Sheinberg suggested he meet with a small business called "Grow Southeast," which is dedicated to increasing locally grown foods. They have a mobile greenhouse.

<u>MOTION</u>, by Gladziszewski, to recommend to the Assembly the re-appointment of incumbent applicants Peter Froehlich, Shawn Eisele and Deborah Rudis for terms expiring 1/31/2019. Hearing no objection, it was so ordered.

2. Juneau Public Libraries Endowment Board - Annual Report and Appointment

Robert Barr was present to provide the Library Endowment Board report. He said the last meeting was in early 2015, and they were down to 2 members of a three member board. The primary responsibility of the board was to advise CBJ regarding the growth and dispersement of the endowment fund. At the last meeting the board discussed the endowment finances, the construction progress of the valley library and ongoing fundraising efforts that were now completed. He said the balance of the fund was $790,560.20 as of June 30/2015. The endowment made a contribution of $300,000 in FY14 for library construction and since that time actions have been taken to protect the principal of the fund. Funds have been moved from bonds into CBJ's long term investment portfolio. The library endowment makes up 12% of the total investment portfolio. The intention of the move is to see more growth in the endowment funds, which has not matched market growth in several years.

Ms. Gladziszewski asked questions about the CBJ investment fund and asked the source of the endowment. Mr. Barr said the majority came from one private donor (Carrigan) and there were a few other smaller sources from private wills, as well as the Douglas Library fund.

Ms. Bursell asked about the intent of the original donation. Mr. Barr said it was broad, but basically for capital, construction, materials, and furniture.

<u>MOTION</u>, by Sheinberg, to recommend the appointment of Donna Pierce to a three year term to end 1/31/2019. Hearing no objection, it was so ordered.

3. Parks and Recreation Advisory Committee Appointment

Mr. Jones said there were two vacant seats and one application.

<u>MOTION</u>, by Gladziszewski, to recommend the reappointment of Frances Dowd, for a term expiring February 28, 2019. Hearing no objection, it was so ordered.

4. Board resignations received

Mr. Jones noted that Sara Truitt resigned from the Juneau Commission on Sustainability (JCOS). Morgan Griffin resigned from Juneau Human Rights

Commission (JHRC), and there was also a recent resignation letter from Markus Bressler from the JHRC provided to the Clerk today. The Assembly recently passed a resolution to make the JHRC membership 5. This committee needs extra recruiting and he asked to add this to the April 11 HRC meeting agenda. Mr. Jones said there would be no appointments on the 11th, but he would like to see some outreach and see what the status is by then.

B. Other Business

Mr. Jones said the HRC received a letter from the Juneau Commission on Sustainability (JCOS) to request a correction to their resolution regarding the membership of the committee. They would like 9 voting members, in addition to the non-voting Planning Commissioner and Assemblymember. This topic was added to the April 11 meeting. He would meet with Kate Troll as the liaision to the JCOS.

VI. STAFF REPORTS

None.

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

Ms. Sheinberg asked about the timing for soliciting a new member for the Planning Commission. Mr. Jones said the position was advertised. The clerks would look for a meeting date for the Full Assembly sitting as the HRC. He thought May 4 may be a possibility, prior to a Finance Committee. The deadline for applications would be about two weeks before, there would be a questionaire, and interviews.

VIII. EXECUTIVE SESSION

None.

IX. ADJOURNMENT

There being no further business to come before the committee, the meeting adjourned at 6:24 p.m.

Submitted by Laurie Sica, Municipal Clerk

CITY/BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY

City and Borough of Juneau
155 S. Seward Street
Juneau, Alaska 99801
tel. 907-586-5240
fax 907-586-5385
http://www.juneau.org

CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

Juneau Human Rights Commission Fact Sheet

Title: Juneau Human Rights Commission

Type of Board/Commission/Committee: Advisory

Affiliated Department: City Clerk

Status: Active

Governing Legislation:
-Resolution 2738
-Resolution 2436 (Repealed 1-11-2016)
-The Universal Declaration of Human Rights
-Date Created: January 11, 1993
-Sunset Date: N/A

To reference the general rules of procedure and informational booklet for all boards, please see the documents available on the General Board Information page.

Description: The focus of the Juneau Human Rights Commission has changed over time and at this time their focus is on developing educational and informational programs designed to bring about the prevention and elimination of all forms of discrimination, to examine sources of tension, practices of discrimination, hate crimes, and acts of prejudice within the City and Borough of Juneau, and to advise the Assembly concerning solutions to specific problems of prejudice or discrimination, including hate crimes.

Membership: Resolution 2738 reduced the membership of the Commission from seven to five members.

Officers: Chair, Vice-Chair, Secretary

Quorum: 3

Term Limits: None.

Annual Appointment Period (Annual Reports Due): May

Meetings: For specific meeting dates/locations please refer to the CBJ Meeting Calendar at http://www.juneau.org/calendar/index.php

Special Facts: The Juneau Human Rights Commission was created in 1993 in response to the Alaska State Human Rights Commission Southeast Alaska component being disbanded. Its focus in the early years was as an advocacy and investigatory body. In the 2005-2007 period, the Juneau Human Rights Commission floundered due to lack of members and the inability to hold meetings due to lack of quorum. In 2007-2008 the Assembly, by adoption of Resolution 2436 on Feb. 11, 2008, recreated the commission removing the investigatory role and focusing its efforts on the community education aspect and its advisory role to the Assembly.

Staff Contact: Municipal Clerks Office - 586-5278 - City_Clerk@ci.juneau.ak.us

Website: http://www.juneau.org/clerk/boards/Human_Rights_Commission/Juneau_Human_Rights_Commission.php

Back to List

Presented by: The Manager
Introduced: 01/11/2016
Drafted by: A. G. Mead

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2738

A Resolution Reestablishing the Juneau Human Rights Commission for the Purpose of Amending the Number of Commission Members, and Repealing Resolution No. 2436.

WHEREAS, the Assembly of the City and Borough of Juneau established the Human Rights Commission in 1992, by Resolution No. 1615(am), to address the issue of discrimination and harassment within the City and Borough of Juneau; and

WHEREAS, the Assembly re-established the Commission by Resolution No. 2209 in 2003, and again in 2008 with Resolution No. 2436; and

WHEREAS, the Assembly's purpose in establishing the Human Rights Commission, as stated in Resolution Nos. 1615(am), 2209 and 2436 remains unchanged: the Assembly finds discrimination against an inhabitant of the municipality because of any characteristic unrelated to merit is a matter of public concern, threatening the peace, order, health, safety and general welfare of the municipality and its inhabitants; and

WHEREAS, it continues to be the policy of the municipality to eliminate and prevent discrimination and harassment; and

WHEREAS, it is the Assembly's intent to re-establish the Commission without change, except that the Assembly Human Resources Commission passed a motion on December 21, 2015, approving a change in the Commission's membership from seven members to five.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Human Rights Commission re-established.

(a) There is established a human rights commission consisting of five persons, which shall be known as the City and Borough of Juneau Human Rights Commission.

(1) The Assembly shall appoint members of the Commission to staggered three-year terms. Members shall be selected to provide the most balanced representation possible. A member of the Commission shall be eligible for reappointment.

(b) The Commission is charged to:

(1) Develop educational and informational programs designed to bring about the prevention and elimination of all forms of discrimination, including hate crimes;

(2) Promote harmonious intergroup relations within the City and Borough of Juneau by making connections and enlisting the cooperation of racial, religious and nationality groups, business, community, labor and governmental organizations, fraternal and benevolent associations, education and other groups concerned with human rights.

(3) Examine sources of tension, practices of discrimination, hate crimes, and acts of prejudice in the City and Borough of Juneau.

(4) Advise the Assembly concerning solutions to specific problems of prejudice or discrimination, including hate crimes.

(5) Recommend to the Assembly, action, policies, and legislation to be considered by state and local governments.

Section 2. Procedure. The Commission's procedure shall be governed by the Advisory Board Rules of Procedure, as such may be amended from time to time.

Section 3. Officers, Meetings, Quorum. In accordance with the Advisory Board Rules of Procedure, the Commission shall select its own officers, and shall hold regular meetings on a schedule established by the Commission, as well as such special meetings as required to conduct business. The presence of three members constitutes a quorum and any action of the Commission requires three or more affirmative votes to be approved.

Section 4. Staff Assistance. Staff support to the Commission shall be provided by the City Manager as available and appropriate.

Section 5. Repeal of Resolution. Resolution No. 2436, adopted on February 11, 2008, is repealed.

Section 6. Effective Date. This resolution shall be effective immediately after its adoption.

Adopted this 11th day of January, 2016.

Mary E. Becker, Mayor

Attest:

Laurie J. Sica, Municipal Clerk

Presented by: The Manager
Introduced: 02/11/2008
Drafted by: J.W. Hartle

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2436

A Resolution Re-establishing the City and Borough of Juneau Human Rights Commission, and Repealing Resolution 2209.

WHEREAS, discrimination against an inhabitant of the municipality because of any characteristic unrelated to merit is a matter of public concern; and

WHEREAS, this discrimination not only threatens the rights and privileges of the inhabitants of the municipality, but also menaces the institutions of the municipality and threatens peace, order, health, safety, and general welfare of the municipality and its inhabitants; and

WHEREAS, it is therefore the policy of the municipality to eliminate and prevent discrimination and harassment; and

WHEREAS, it is also the policy of the municipality to encourage and enable all citizens to participate fully in the social and economic life of the municipality and to engage in remunerative employment; and

WHEREAS, in order to address the issue of discrimination and harassment, the Assembly in 1992 by Resolution 1615(am) established the City and Borough of Juneau Human Rights Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Human Rights Commission re-established.

(a) There is established a human rights commission consisting of seven persons, which shall be known as the City and Borough of Juneau Human Rights Commission.

(1) The Assembly shall appoint members of the commission to staggered three-year terms. Members shall be selected to provide the most balanced representation possible. A member of the commission shall be eligible for reappointment.

(b) The commission is charged to:

(1) Develop educational and informational programs designed to bring about the prevention and elimination of all forms of discrimination, including hate crimes;

(2) Promote harmonious intergroup relations within the City and Borough of Juneau by making connections and enlisting the cooperation of racial, religious and nationality groups, business, community, labor, and governmental organizations, fraternal and benevolent associations, education and other groups concerned with human rights.

(3) Examine sources of tension, practices of discrimination, hate crimes, and acts of prejudice in the City and Borough of Juneau.

(4) Advise the Assembly concerning solutions to specific problems of prejudice or discrimination, including hate crimes.

(5) Recommend to the Assembly, action, policies, and legislation to be considered by state and local governments.

Section 2. Procedure. The board's procedure shall be governed by Roberts Rules of Order except where superseded by the Advisory Board Rules of Procedure and the Assembly's Rules of Procedure, as such may be amended from time to time.

Section 3. Officers, Meetings, Quorum. In accordance with the Advisory Board Rules of Procedure, the board shall select its own officers, and shall hold regular meetings on a schedule established by the board, as well as such special meetings as required to conduct business. The presence of four members constitutes a quorum and any action of the commission requires four or more affirmative votes to be approved.

Section 4. Staff Assistance. Staff support to the board shall be provided by the City Manager as available and appropriate.

Section 5. Repeal of Resolution. Resolution 2209, adopted on October 27, 2003, is repealed.

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Section 6. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this 11th day of February, 2008.

Bruce Botelho, Mayor

Attest:

Elizabeth J McEwen, Deputy Clerk

for Laurie J. Sica, Clerk

Juneau Human Rights Commission

Governing Legislation: Resolution 2738

Total # of Seats: 5 Public Seats

Active Member or Liaison	Title	First Name	Last Name	Mailing Address	Residence Address	City	State	Zip Code	Work Phone	Cell Phone	Email Address
Yes	Ms.	Haifa	Sadighi	P.O. Box 23076	3655 N. Douglas Hwy.	Juneau	AK	99802	463-1850	209-4038	haifaf4@gmail.com
Yes		**Open Seat**	**Open Seat**								
Yes	Ms.	Samantha	Weinstein	90 Spruce Street #301	same	Juneau	AK	99801		957-8151	sjaye319@gmail.com
Yes		**Open Seat**	**Open Seat**								
Yes	Mr.	Michael	Scott	P.O. Box 240764	1506 2nd Street	Douglas	AK	99824		500-4063	mchlscott.85@gmail.com

Juneau Human Rights Commission

Governing Legislation: Resolution 2738

Total # of Seats: 5 Public Seats

First Name	Last Name	Type of Seat	Office Held	Current Term Begins	Term Expires	Appointment Date	Reappointed 1	Comments
Haifa	Sadighi	Public		8/11/2014	5/31/2017	2/11/2013		Assistant Principal at Floyd Dryden Middle School
Open Seat	**Open Seat**	**Public**			**5/31/2018**			
Samantha	Weinstein	Public		2/8/2016	5/31/2017			Seat formerly held by Alavini Lata - Resigned effective 11/24/2015
Open Seat	**Open Seat**	**Public**			**5/31/2018**			
Michael	Scott	Public		2/8/2016	5/31/2016			seat formerly held by Steve Wolf

2015 ANNUAL REPORT
PERSONNEL BOARD

The Personnel Board is established in CBJ Code 44.05.060 "Personnel Board," and is an appeal board consisting of volunteer members from the community with an interest in human resource issues and labor law. The board does not have a regular meeting schedule, but is called upon when matters arise which require board assistance and review.

The Board met once in 2015 for its organizational meeting, and no other matters were brought before the board.

Members serving on the Board in 2015:

Joan Cahill, Management seat
Rodney Hesson, Labor seat
Cindy Spanyers, Labor seat
Nancy Sutch, Management seat
Judith Porter, Public seat

Respectfully submitted,

Laurie Sica, Municipal Clerk
CBJ Personnel Board
April 6, 2016

DRAFT

City and Borough of Juneau Personnel Board
Thursday, May 14, 2015 - Noon
City Hall Conference Room 224
MINUTES

I. Call to Order

Chair Judy Porter called the meeting to order at 12:05 p.m.

II. Roll Call / Introductions

Board Members Present: Judy Porter, Joan Cahill, Cindy Spanyers, Nancy Sutch, Rodney Hesson.

Staff Members Present: Mila Cosgrove, HRRM Director; Laurie Sica, Municipal Clerk.

III. Approval of Minutes

1. September 4, 2014 Personnel Board Meeting Minutes

MOTION, by Spanyers, to approve the minutes as presented. Hearing no objection, the minutes were approved.

IV. Roles and Responsibilities of the Personnel Board

Ms. Cosgrove said this meeting was the annual meeting of the board as required by code, and it was essentially to touch base and elect officers. The Board met as business arose and there had not been a need for a meeting yet in 2015. The Board was tasked with playing the neutral role in any matter brought before it within its scope, as outlined in CBJ Code 44, and was required to abide by the CBJ Conflict of Interest Code, the Open Meetings Act and the Open Records Act. She reminded the board that there should be no exchange of emails between board members outside of meetings. Mr. Chris Orman would serve as the CBJ attorney to advise the board but he was out of town.

V. Election of Chair / Vice-Chair

The Board unanimously voted to elect Judy Porter as Chair and Joan Cahill as Vice Chair.

VI. Agenda Items and Schedule for Next Meeting – N/A

VII. Adjournment – 12:30 p.m.

Submitted by Laurie Sica, Municipal Clerk

PERSONNEL BOARD

Total # of Seats: 5
(1 public, 2 labor, 2 management)

Governing Legislation: CBJ Code Section 44.05

Active Member or Liaison	Title	First Name	Last Name	Mailing Address	Residence Address	City	State	Zip Code	Home Phone	Work Phone	Cell Phone	Fax
Yes	**Ms.**	**Joan**	**Cahill**	**1750 Evergreen Ave.**	**same**	**Juneau**	**AK**	**99801**		**796-1541**	**723-3949**	
Yes	**Ms.**	**Nancy**	**Sutch**	**5900 Thane Road**	**same**	**Juneau**	**AK**	**99801**	**465-3794**	**364-2383**	**321-4930**	
Yes	Ms.	Cindy	Spanyers	15360 Glacier Hwy.	same	Juneau	AK	99801	790-3931	586-2334	321-3350	
Yes	Mr.	Rodney	Hesson	2999 Foster Ave.	same	Juneau	AK	99801		586-3050	321-2326	586-9614
Yes	Ms.	Judith	Porter	P.O. Box 32755	17345 Pt. Lena Lp. Rd.	Juneau	AK	99803	789-9717			
Yes	Ms.	Laurie	Sica	CBJ Municipal Clerk	155 S. Seward Street	Juneau	AK	99801		586-0216		
Yes	Mr.	Dallas	Hargrave	CBJ HR Director	155 S. Seward Street	Juneau	AK	99801		586-0225		

PERSONNEL BOARD

Total # of Seats: 5
(1 public, 2 labor, 2 management)

Governing Legislation: CBJ Code Section 44.05

First Name	Last Name	Email Address	Type of Seat	Office Held	Current Term Begins	Term Expires	Appointment Date	Comments
Joan	**Cahill**	**jcahill@apfc.org**	**Management**		**1/29/2013**	**1/31/2016**	**1/28/2013**	***Changed from "Public" to "Management" Seat 1/28/2013***
Nancy	**Sutch**	**nancy.sutch@alaska.gov**	**Management**		**7/1/2014**	**1/31/2016**	**6/30/2014**	***appointed 6/2014 to unexpired term vacated by Nicki Neal.***
Cindy	Spanyers	cindy.spanyers@gmail.com	Labor Rep.		3/17/2014	1/31/2017	3/17/2014	previous member 1996-2008
Rodney	Hesson	rhesson@ibew1547.org	Labor Rep.		3/17/2014	1/31/2017	3/17/2014	IBEW Local 1547 Asst.Business Manager
Judith	Porter	Porter-house@gci.net	Public		3/16/2015	1/31/2018	1/30/2012	Previous member served 4/2008 - 1/2011
Laurie	Sica	Laurie.Sica@juneau.org	Staff Liaison	staff liaison	n/a	n/a	n/a	
Dallas	Hargrave	Dallas.Hargrave@juneau.org	Staff Liaison	staff liaison	n/a	n/a	n/a	

March 10, 2016

City and Borough of Juneau
Human Resources Committee
Chair Loren Jones

Dear Mr. Jones,

Re: Juneau Commission On Sustainability Membership: Correction of reduction in public members

The Juneau Commission On Sustainability (JCOS) would like to correct what we believe was an error that reduced the number of public members from nine to seven (CBJ Resolution 2718).

In the March 16, 2015 HRC meeting, at the request of JCOS, the removal of voting rights from both the Planning Commission and Assembly Liaisons to JCOS was discussed. The purpose of this request was to allow a quorum to be more easily achieved when the liaisons were unable to attend meetings – the intention was not to reduce the number of members of the public who sit on JCOS.

Prior to Resolution 2718 there were eleven JCOS members total that all had voting rights - nine members of the public, an Assembly Liaison and a Planning Commission Liaison.

The CBJ Clerk's Office have informed JCOS that the language used in Resolution 2718 came directly from a Motion proposed by Ms. Gladziszewski...

> *MOTION by Ms. Gladziszewski to request the following change to the language in Section 2 of Resolution 2718 to read: "The Commission shall be comprised of seven members appointed by the Assembly. In addition, one liaison from the Assembly and one from the Planning Commission shall be designated. The liaison shall not have the power to vote and shall not be counted in determining whether a quorum of the Commission is present."*

Reading the available meeting minutes, it appears that this amendment to the language was based on a misunderstanding of the composition of JCOS at that time. If this was not the case, I would be grateful if the HRC could help JCOS understand why the number of public members was reduced.

JCOS requests an amendment to Resolution 2718 to increase the number of voting members of the public to the original number of nine.

Yours sincerely

Steve Behnke

Steve Behnke (Chair)

Presented by: The Manager
Introduced:
Drafted by: A. G. Mead

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2718

A Resolution Re-establishing the Juneau Commission on Sustainability, and Repealing Resolution 2528.

WHEREAS, the City and Borough of Juneau is committed to a sustainable future that meets today's needs without compromising the ability of future generations to do the same, and that:

- Supports a stable, diverse, and equitable economy;
- Protects the quality of the air, water, land and other natural resources;
- Conserves native vegetation, fish, wildlife habitat, and ecosystems;
- Minimizes human impacts on local and worldwide ecosystems; and
- Minimizes energy usage and the release of greenhouse gases; and

WHEREAS, the CBJ Comprehensive Plan provides that it is the policy of the CBJ to build a sustainable community that endures over generations and that is sufficiently far-seeing and flexible to maintain the vital and robust nature of its economic, social, and environmental support systems; and

WHEREAS, communities throughout the nation, both large and small, have promoted sustainability through focusing on such issues as reducing dependence on fossil fuels; promoting fuel-efficient technologies; investing in the local economy for the long-term; adopting and enforcing land-use policies that reduce sprawl, promote infill, preserve open space, and create compact, walkable urban communities; promoting transportation options such as bicycle trails, incentives for car pooling and public transit; making energy efficiency a priority through building code improvements, retrofitting municipal facilities with energy efficient technologies, and urging employees to conserve energy and save money; practicing and promoting sustainable building practices; increasing the fuel efficiency of municipal fleet vehicles and reducing the number of vehicles; increasing recycling rates in municipal operations and in the community; and educating the public, business, and government about sustainability; and

WHEREAS, by Resolution 2397(b), the CBJ joined the International Council for Local Environmental Initiatives (ICLEI) and committed itself to complete the five milestones of the Cities for Climate Protection Campaign to reduce greenhouse gas and air pollution emissions; and

WHEREAS, the Assembly finds that it is in the public interest to create a panel to research and advise the Assembly on community sustainability, including but not limited to the items listed above; and

WHEREAS, the Juneau Commission on Sustainability has requested that the Assembly revise the Commission's governing legislation to specify that the Planning Commission and Assembly members be non-voting members and not be counted in determining whether a quorum of the Commission is present.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Establishment. There is established a Juneau Commission on Sustainability.

Section 2. Composition. The Commission shall be comprised of seven members appointed by the Assembly, plus one liaison from the Assembly and one from the Planning Commission. The liaisons shall not have the power to vote and shall not be counted in determining whether a quorum of the Commission is present. Commission membership shall reflect environmental, social, economic and governmental perspectives, unified by the common interest of sustainability. Commission members serving three year staggered terms at the time of adoption of this resolution shall serve out their terms.

Section 3. Duration. The Commission shall have an indefinite duration.

Section 4. Public policy and purpose. A sustainable community seeks to advance the economic social, environmental and governmental well-being of the community without compromising the quality of life of future generations. The mission of the CBJ Commission on Sustainability is to promote the economic, social, environmental, and governmental well-being of Juneau and all its inhabitants, now and in the future.

Section 5. Powers and Duties.

1. To coordinate, propose, and promote sustainability initiatives among residents, businesses, government, and non-governmental agencies and educational organizations through education and outreach programs.

2. To make recommendations to the Juneau Assembly and CBJ Boards and Commissions on policies and programs that promote sustainability.

3. To research and apply for grants or other funds or gifts from public or private agencies for the purpose of carrying out any of the provisions or purposes of this resolution.

4. To serve as an advisory group to the CBJ in reducing greenhouse gas emissions to target levels as adopted by the CBJ Assembly.

5. To act as liaison between the public and the CBJ Assembly on sustainability related issues.

Section 6. Staff Liaison. The City Manager shall designate a staff liaison to the Commission.

Section 7. Procedure. The Commission shall operate pursuant to the CBJ Advisory Board Rules of Procedure as they may be amended from time to time.

Section 8. Repeal. Resolution 2528 is repealed.

Section 9. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this 16th day of March, 2015.

Merrill Sanford, Mayor

Attest:

Elizabeth J. McEwen, Acting Clerk

Presented by: The Manager
Introduced: 05/19/2010
Drafted by: J.W. Hartle

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2528

A Resolution Establishing the Juneau Commission on Sustainability, For the Purpose of Removing the Sunset Date.

WHEREAS, the City and Borough of Juneau is committed to a sustainable future that meets today's needs without compromising the ability of future generations to meet their needs, and accepts responsibility to:

- Support a stable, diverse, and equitable economy;
- Protect the quality of the air, water, land and other natural resources;
- Conserve native vegetation, fish, wildlife habitat, and ecosystems;
- Minimize human impacts on local and worldwide ecosystems; and
- Minimize energy usage and the release of greenhouse gases;

WHEREAS, the CBJ Comprehensive Plan, Policy 2.1, declares that "it is the policy of the CBJ to build a sustainable community that endures over generations and is sufficiently far-seeing and flexible to maintain the vital and robust nature of its economic, social, and environmental support systems."; and

WHEREAS, communities throughout the nation, both large and small, have promoted sustainability through focus on such issues as reducing dependence on fossil fuels; promoting fuel-efficient technologies; investing in the local economy for the long-term; adopting and enforcing land-use policies that reduce sprawl, promote infill, preserve open space, and create compact, walkable urban communities; promoting transportation options such as bicycle trails, incentives for car pooling and public transit; making energy efficiency a priority through building code improvements, retrofitting municipal facilities with energy efficient technologies; and urging employees to conserve energy and save money; practicing and promoting sustainable building practices; increasing the fuel efficiency of municipal fleet vehicles and reducing the number of vehicles; increasing recycling rates in municipal operations and in the community; and educating the public, business, and government about sustainability; and

WHEREAS, by Resolution 2397(b), the CBJ joined the International Council for Local Environmental Initiatives (ICLEI) and committed itself to complete the five milestones of the Cities for Climate Protection Campaign to reduce greenhouse gas and air pollution emissions; and

WHEREAS, the Assembly finds that it is in the public interest to create a panel to research and advise the CBJ on community sustainability, including but not limited to the items listed above; and

WHEREAS, this Resolution 2528 supersedes the amended Resolution 2401am adopted July 9, 2007.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Establishment. There is established a Juneau Commission on Sustainability.

Section 2. Composition. The Commission shall comprise nine members appointed by the Assembly, plus one member of the Assembly and one Planning Commissioner. Commission membership shall reflect environmental, social, economic and governmental perspectives, unified by the common interest of sustainability. Commission members serving three year staggered terms at the time of adoption of this resolution shall serve out their terms.

Section 3. Duration. The Commission shall have an indefinite duration.

Section 4. Public policy and purpose. A sustainable community seeks to advance the economic social, environmental and governmental well-being of the community without compromising the quality of life of future generations. The mission of the CBJ Commission on Sustainability is to promote the economic, social, environmental, and governmental well-being of Juneau and all its inhabitants, now and in the future.

Section 5. Powers and Duties.

1. To coordinate, propose, and promote sustainability initiatives among residents, businesses, government, and non-governmental agencies and educational organizations through education and outreach programs.

2. To make recommendations to the Juneau Assembly and CBJ Boards and Commissions on policies and programs that promote sustainability.

3. To research and apply for grants or other funds or gifts from public or private agencies for the purpose of carrying out any of the provisions or purposes of this resolution.

4. To serve as an advisory group to the CBJ in reducing green house gas emissions to target levels as adopted by the CBJ Assembly.

5. To act as liaison between the public and the CBJ Assembly on sustainability related issues.

Section 6. Staff Liaison. The City Manager shall designate a staff liaison to the Commission.

Section 7. Procedure. The Commission shall operate pursuant to the CBJ Advisory Board Rules of Procedure as they may be amended from time to time.

Section 8. Repeal. Resolution 2401am is repealed.

Section 9. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this 19th day of May, 2010.

Bruce Botelho, Mayor

Attest:

Laurie J. Sica, Clerk

JUNEAU COMMISSION ON SUSTAINABILITY **Governing Legislation: Resolution 2718**

Total # of Seats: 7 public [1 Planning Commissioner 1 Assemblymember serving as liaisons]

Active Member or Liaison	Title	First Name	Last Name	Mailing Address	Residence Address	City	State	Zip	Home Phone	Work Phone	Cell Phone	Fax
Yes	Mr.	Darrell	Wetherall	P.O. Box 240943		Douglas	AK	99824	723-2602	463-6316	723-2602	463-4833
Yes	Mr.	Steve	Behnke	4545 Thane Road		Juneau	AK	99801	586-9768			
Yes	Mr.	Duff	Mitchell	3274 Pioneer Ave.		Juneau	AK	99801	790-2722	789-2775	723-2481	
Yes	Ms.	Amy	Skilbred	4477 Abby Way	same	Juneau	AK	99801	780-4649	523-5450	321-8884	
Yes	Ms.	Kate	Bevegni	3571 Greenwood Ave.	same	Juneau	AK	99801			907-723-9141	
Yes	Mr.	Clint	Gundelfinger	P.O. Box 35543	8759 Dudley Street	Juneau	AK	99803		465-6363		
Yes		**Open Seat**	**Open Seat**									
Yes	Mr.	Gregory (Greg)	Smith	412 Gastineau Ave. #14		Juneau	AK	99801			503-936-0901	
Yes	Mr.	John	Smith III	8424 Decoy Blvd.	same	Juneau	AK	99801		780-1945	907-957-6622	
Yes	Mr.	Ben	Haight	9760 Nine Mile Creek Road	same	Juneau	AK	99801	463-2568	586-9788	723-4669	586-5774
Yes	Ms.	Kate	Troll	c/o CBJ 155 S. Seward		Juneau	AK	99801	364-5253			
Yes	Ms.	Beth	McKibben	c/o CBJ 155 S. Seward		Juneau	AK	99801		586-0465		
Yes	Mr.	Tim	Felstead	c/o CBJ 155 S. Seward		Juneau	AK	99801		586-0466		

JUNEAU COMMISSION ON SUSTAINABILITY **Governing Legislation: Resolution 2718**

Total # of Seats: 7 public [1 Planning Commissioner 1 Assemblymember serving as liaisons]

First Name	Last Name	Email Address	Type of Seat	Office Held	Current Term Begins	Term Expires	Appointment Date	Re-appointed 1	Reappointed 2	Comments
Darrell	Wetherall	Darrell.Wetherall@aelp.com	Public		8/17/2015	6/30/2018	9/19/2011	6/4/2012	8/17/2015	Electrical Engineer at AEL&P
Steve	Behnke	srbehnke@ak.net	Public	Chair	8/17/2015	6/30/2018	7/19/2010	6/4/2012	8/17/2015	Energy/Green House Gas Subcommittee Member
Duff	Mitchell	duff.mitchell@yahoo.com	Public	Vice-Chair	7/1/2013	6/30/2016	4/2/2012	6/3/2013		Juneau Hydropower, Inc. Business Manager
Amy	Skilbred	askilbred@gci.net	Public		7/1/2014	6/30/2017	6/3/2013	6/30/2014		Executive Director - Juneau Community Foundation
Kate	Bevegni	kate_e_mills@yahoo.co.uk	Public		7/1/2013	6/30/2016	11/7/2012	6/3/2013		Consultant - Sustainable Construction & Planning
Clint	Gundelfinger	clint.gundelfinger@gmail.com	Public		7/1/2014	6/30/2017	6/30/2017			Natural Resource Specialist @ AK DNR/DMLW Water Resources Section
Open Seat	**Open Seat**		**Public**			**6/30/2018**				**Seat formerly held by Sara Truitt**
Gregory (Greg)	Smith	gregoir.smith@gmail.com	Public		2/23/2015	6/30/2017	2/23/2015			J.M. Walsh Co.-Legislative Assitant
John	Smith III	John.Smith@juneauschools.org	Public		2/23/2015	6/30/2016	2/23/2015			Juneau School District-Culture Specialist; Trucano Construction-Mechanic
Ben	Haight	ben@haight-assoc.com	Planning Commission Seat	PC Seat	n/a	n/a	n/a			Planning Commission Seat (Non-Voting Member)
Kate	Troll	Kate.Troll@juneau.org	Assembly Liaison	Liaison	n/a	n/a	n/a			Assemblymember Term 10/2013-10/2016 (Non-Voting Member)
Beth	McKibben	Beth.McKibben@juneau.org	Staff liaison	staff liaison	n/a	n/a				staff liaison
Tim	Felstead	Tim.Felstead@juneau.org	Staff liaison	staff liaison	n/a	n/a				staff liaison

Presented by: The Manager
Introduced:
Drafted by: A. G. Mead

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2751

A Resolution Reestablishing the Fisheries Development Committee, and Repealing Resolution 2418.

WHEREAS, fisheries development, including the production, harvesting, primary and secondary processing, and transporting businesses associated with commercial and recreational fisheries, continue to be a very important area of economic activity in Juneau; and

WHEREAS, in Resolution No. 2418 the Assembly determined that the establishment of a fisheries development committee would assist in furthering the goal of fisheries development in Juneau; and

WHEREAS, it is in the public interest to reduce the membership on the Fisheries Development Committee from seven to five members to better meet quorum requirements and recruitment needs.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Committee Reestablished. There is reestablished the City and Borough of Juneau Fisheries Development Committee. The Committee shall consist of five members appointed by the Assembly to serve for three-year staggered terms. In future appointments, the Assembly shall endeavor to select persons with demonstrated interest in fisheries development, including but not limited to such areas of interest and experience as commercial fishing, sport fishing, processing and transporting of fish, support, service, and supply needs of the commercial fishing fleet and recreational fishing boats, aquacultural development, and fish habitat protection and enhancement.

Section 2. Committee Purposes. The purpose of the Committee shall be to advise and assist the Assembly regarding all aspects of fisheries development and enhancement in the Juneau area, including expanded salmon production such as wild stock stream enhancement and aquacultural development, infrastructure requirements, cold storage facilities, secondary processing facilities, fisheries terminal facilities, and recreational fishing opportunities. In carrying out its functions, the Committee should draw on the expertise of professionals in the field from the University of Alaska Southeast, the National Marine Fisheries Service, and the Alaska Department of Fish and Game as technical advisors. The Committee shall perform such other functions and advise the Assembly on such other matters as the Assembly may request.

Section 3. Staff Assistance. Staff support and assistance to the Committee shall be provided by the Harbors Department, as available and appropriate.

Section 4. Procedures. The rules of procedure for Assembly advisory committees as established by Resolution No. 2550, as it may be amended from time to time, shall govern the conduct of business by the Committee.

Section 5. Repeal of Resolution. Resolution 2418 is repealed.

Section 6. Effective Date. This resolution shall be effective immediately after its adoption.

Adopted this _______ day of _______________________, 2016.

____
Kendell D. Koelsch, Mayor

Attest:

____
Laurie J. Sica, Municipal Clerk

FISHERIES DEVELOPMENT COMMITTEE **Governing Legislation: Resolution 2418**

Total # of Seats: 7

Active Member or Liaison	Board Membership	Title	First Name	Last Name	Type of Seat	Office Held	Current Term Begins	Term Expires	Appointment Date	Reappointed 1	Reappointed 2	Comments
Yes	Fisheries Development Committee	Mr.	Thomas	Fletcher	Public		4/22/2013	1/31/2016	6/29/2009	3/15/2010	4/22/2013	Resource Data Inc. Project Manager
Yes	**Fisheries Development Committee**		**Open Seat**	**Open Seat**	**Public**			**1/31/2017**				**Seat formerly held by Lindsey Bloom**
Yes	Fisheries Development Committee	Mr.	James	Becker	Public	**Chair**	2/24/2014	1/31/2017	6/11/2009	3/21/2011	2/24/2014	Commercial Fisherman; DIPAC, United SE Alaska Gilnetters member
Yes	Fisheries Development Committee	Mr.	Zach	Wilkinson	Public		2/2/2015	1/31/2018	2/2/2015			JEDC Program Officer
Yes	Fisheries Development Committee	Mr.	David	Harman	Public		2/2/2015	1/31/2018	2/2/2015			Fisherman (Harmon & Sons Fishing), Member of Seafood Producers Coop
Yes	**Fisheries Development Committee**		**Open Seat**	**Open Seat**	**Public**			**1/31/2018**				**Seat previously held by Greg Fisk (who was elected Mayor 10/2015)**
Yes	Fisheries Development Committee	Mr.	Abe	Tanha	Public		4/22/2013	1/31/2016	4/22/2013			Owner/Fishing Tour Guide "Hooked on Juneau"

Presented by: The Manager
Introduced:
Drafted by: A. G. Mead

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2016-06

An Ordinance Amending Title 40 of the City and Borough Code of Ordinances Relating to Hospitals.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

Section 2. Amendment of Chapter. Chapter 40.05 City and Borough Hospital – Board of Directors is amended to read:

…

40.05.040 Organization.

The hospital board of directors shall elect annually from its members a president and secretary and such other officers as it deems necessary. The hospital board of directors ~~shall~~ may establish an executive committee~~, a financial committee, a maintenance and building committee, and a joint conference committee; and shall assign such duties and responsibilities to the committees or~~ with authority to act on behalf of the hospital board and may appoint such other committees as it deems necessary.

…

40.05.060 Meetings.

The hospital board of directors shall meet at least once each month at a place and time to be designated by the board. ~~All meetings of the hospital board of directors shall be open to the public except:~~

~~(1) Matters the immediate knowledge of which would adversely affect finances;~~

~~(2) Subjects that tend to prejudice the reputation and character of any person, provided that the person may request a public discussion;~~

~~(3) Matters which, by law, municipal charter or ordinance are required to be confidential; may be considered in executive session but no action may be taken at the executive session.~~

…

Section 3. Amendment of Chapter. Chapter 40.10 City and Borough Hospital – Administration, is amended to read:

…

40.10.020 Duties and responsibilities of administrator.

The hospital administrator is responsible for the overall supervision of the affairs of the hospital. The authority and duties of the hospital administrator shall include the following:

(1) To be responsible for carrying out all applicable laws and ordinances;

(2) To be responsible for carrying out policies established by the board of directors;

(3) Chapter 44.05 notwithstanding, to prepare and submit to the hospital board of directors for approval, a plan of organization and a job classification plan for the personnel and others concerned with the hospital;

(4) To prepare an annual budget as required by City and Borough ordinance;

(5) To select, employ, control and discharge all hospital employees and such other employees as the assembly by ordinance hereafter places under the supervision of the hospital subject to the provisions of any City and Borough personnel ordinance except that the hospital administrator may issue ~~regulations under chapter 01.60 and subject to approval of the City and Borough manager~~ personnel rules as required to adapt the personnel plan to allow for continuous operation of the hospital; all personnel rules issued by the hospital administrator are subject to the approval of the hospital board of directors and adoption by the assembly by resolution;

(6) To work with the professional staff and with those concerned with the rendering of professional services to the end that the best possible care may be rendered to all patients;

(7) To prepare such reports as may be required on any phase of hospital activity;

(8) To attend all meetings of the hospital board of directors and of standing committees except where otherwise specified; and

(9) To perform any other duty that may be necessary in the best interest of the hospitals.

Section 4. Amendment of Chapter. Chapter 40.15 City and Borough Hospital – Medical Staff, is amended to read:

…

40.15.030 Membership.

Membership of the hospital medical staff ~~shall~~ may be ~~restricted~~ granted to ~~physicians, surgeons and dentists~~ appropriately licensed health care providers competent in their respective fields~~,~~ and worthy in character and professional ethics, consistent with the medical staff bylaws. ~~and, in this later connection, the practice of division of fees under any guise whatsoever shall be prohibited and any such division of fees shall be cause for exclusion or expulsion from the staff.~~ Appointment to the hospital medical staff shall be made by the hospital board of directors after recommendation of the hospital medical staff. ~~Such recommendation shall only be made as prescribed in the bylaws of the hospital medical staff. No appointment shall be for a term exceeding two years.~~ The medical staff bylaws shall provide for procedures for application and renewal of hospital medical staff membership and clinical privileges.

40.15.040 Organization.

The hospital medical staff shall be an organized group which shall formulate, and with the approval of the hospital board of directors, adopt by-laws, rules, regulations and policies for the proper conduct of its work and eligibility for membership to the hospital medical staff, subject to final ~~action~~ approval by the hospital board of directors.

40.15.050 ~~Professional work performed in~~ Duties of the hospital medical staff.

The hospital medical staff shall be self-governing. ~~with respect to the professional work performed in the hospital.~~ It shall:

(1) Designate one of its members as chief of staff;

(2) Hold regular meetings ~~at least once in each month~~ in accordance with the medical staff bylaws for which minutes and records of attendance shall be kept;

(3) Carry out such duties and responsibilities as are described in the medical staff bylaws, rules and regulations;

(~~3~~4) Review and analyze at regular intervals the clinical experience of the hospital. Medical records of patients shall be the basis for such review and analysis~~.~~; and

(5) Make reports and recommendations to the hospital board of directors concerning clinical care in the hospital.

…

40.15.080 Action and decisions of hospital board of directors.

In accordance with ~~reasonable rules and regulations~~ medical staff bylaws adopted pursuant to section 40.15.~~030~~040, the hospital board of directors, after appropriate action by the hospital medical staff, may take action or make a decision:

(1) Denying an application for membership to the hospital medical staff;

(2) Revoking membership on the hospital medical staff;

(3) Denying a request by a member of the hospital medical staff for additional privileges with respect to the practice of medicine or surgery; ~~or~~

(4) Imposing additional limitations with respect to the practice of medicine or surgery upon a member of the hospital medical staff~~.~~; or

(5) Taking any other action reasonably necessary in the interests of quality medical care at the hospital.

40.15.090 Notice of hospital board of directors action or decision.

The secretary of the hospital board of directors or the hospital administrator shall mail notice of any such action or decision to the affected applicant or hospital medical staff member ~~within ten days after such action or decision.~~ in accordance with medical staff bylaws.

40.15.100 Hearing rules and regulations; adoption.

The hospital ~~board of directors~~ medical staff bylaws shall ~~adopt reasonable rules and regulations~~ include procedures whereby the applicant or member of the hospital medical staff shall be afforded a fair hearing in connection with a request for a review of such decision or action taken pursuant to section 40.15.080.

40.15.110 Hearing rules and regulations; contents; hearing officer powers.

The hospital board of directors shall have the authority to provide in the medical staff bylaws ~~such rules and regulations~~ procedures for required notices, administration of oaths, ~~taking of depositions~~ discovery, admissibility of evidence, maintenance of records of the proceedings and other matters relevant to the holding and conducting of the hearing. Such ~~rules and regulations~~ procedures may provide for the appointment of a hearing officer. The hearing officer, if any, shall be an attorney admitted to practice law in this state. ~~If a hearing officer is appointed, such hearing officer shall conduct the hearing and shall make recommended findings, conclusions and a decision which shall be final.~~

40.15.120 ~~Private or public hearings~~ Repealed.

~~The hospital board of directors may order that the hearing pursuant to this chapter be held in private session unless the affected applicant or hospital medical staff member requests a public hearing. Deliberations of the hospital board of directors in connection with matters pertaining to this chapter may be held in executive session.~~

40.15.130 Hearing; costs.

~~If a h~~Hearing officer ~~is appointed, the~~ fees ~~therefor~~ shall be paid by the hospital. Each party shall bear the party's own costs and attorney's fees applicable to such party.

…

Section 5. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this ________ day of ________________________, 2016.

____
Mary E. Becker, Mayor

Attest:

____
Laurie J. Sica, Municipal Clerk

CITY/BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY

Law Department
City & Borough of Juneau

MEMORANDUM

DATE:	April 11, 2016
TO:	Assembly Human Resources Committee
FROM:	Jane E. Sebens JES Deputy Municipal Attorney
SUBJECT:	Ordinance 2016-06

I. General overview of Ordinance 2016-06

This ordinance would amend Title 40 Hospitals in several ways. It makes certain provisions more consistent with the counterpart provisions for other enterprise boards. It removes unnecessary redundancies as well as provisions required to be in medical staff bylaws, and updates medical staff provisions to reflect the current healthcare industry and to comply with the requirements of The Joint Commission, the Center for Medicare and Medicaid Services, and the Alaska Department of Health Services. This ordinance also brings the BRH personnel rule adoption process into conformity with the general CBJ process for adopting personnel rules.

An Ad Hoc Governance Committee of the Hospital Board proposed these Title 40 revisions to the full Board, which at its February 23, 2016 meeting approved forwarding the revisions for consideration by the Assembly. The Chief of Staff of the BRH Medical Staff indicated, by letter dated March 10, 2016, that the Medical Staff supports the proposed amendment to Title 40. This ordinance was a subject of discussion at the Special Assembly Meeting - Joint Meeting with Hospital Board on March 14, 2016. It was introduced at the regular Assembly meeting, and referred to the HRC, on March 21, 2016.

II. Sectional summary of proposed changes:

A. Chapter 40.05 - Board of Directors

40.05.010 Appointment - no change
40.05.020 General powers - no change
40.05.030 Adoption of bylaws - no change

40.05.040 Organization

Revises to be more consistent with other enterprise board 'organization' provisions by removing list of required board committees, and authorizing the establishment of an executive committee.

40.05.050 Vacancies - no change

40.05.060 Meetings

Revises to be more consistent with other enterprise board 'meeting' provisions by removing unnecessary (and incomplete) verbiage from Open Meetings Act, which is already, by law, applicable to all enterprise board meetings. [See CBJ Charter 3.12(d) and 3.16(f)]

40.05.070 Membership in associations - no change

B. Chapter 40.10 - Administration

40.10.010 Administrator designated; appointment - no change

40.10.020 Duties and responsibilities of administrator

Revises to bring the BRH personnel rule adoption process into general conformity with the CBJ personnel rule adoption process in CBJ 44.05.050, and eliminate an existing process which would call for the hospital administrator to issue regulations under CBJ 01.60, subject to the approval of the City and Borough manager.

C. Chapter 40.15 - Medical Staff

40.15.010 Professional care - no change

40.15.020 Responsibility - no change

40.15.030 Membership

Updates to reflect that modern hospital medical staffs include constantly evolving categories of licensed health care providers besides physicians and surgeons—such as advanced nurse practitioners, physician assistants, etc. Accreditation and licensing standards are also constantly changing. The proposed changes would allow flexibility to amend the medical staff bylaws as the provider categories and accreditation and licensing standards change over time. An archaic "fee splitting" provision is also deleted. [Based on section annotation by hospital attorney, Dick Monkman]

40.15.040 Organization

Revises to be more internally consistent and accurate with respect to the board's review of medical staff bylaws, rules, regulations and policies by replacing "subject to final *action* by the hospital board' with "subject to final '*approval*' by the hospital board."

40.15.050 Professional work performed in hospital

Revises section title to better describe section. Adds mandate to comply with duties and responsibilities (including meeting requirements) set out in medical staff bylaws, rules and/or regulations (many of which are prescribed by federal law), and adds duty of clinical care recommending/reporting to board. [Based on section annotation by hospital attorney, Dick Monkman]

40.15.060 Contract for rendering professional services - no change
40.15.070 [Omitted from Code without a placeholder]

40.15.080 Action and decisions of hospital board of directors
Current hospital accreditation standards require the procedure for credentialing and medical staff membership adverse actions to be in the medical staff bylaws. The proposed changes make that clear. Proposed (5) is a provision to allow greater flexibility for the medical staff and the hospital board in determining the proper remedy in a given situation. The language tracks the wording of the federal Health Care Quality Improvement Act, which establishes due process standards for medical staff adverse actions. [Section annotation by hospital attorney, Dick Monkman]

40.15.090 Notice of hospital board of directors' action or decision
Removes (10 day) notice time period from Code and requires notice to be given per the medical staff bylaws, to avoid conflict or confusion with federal law requirement that notice provisions be in the medical staff bylaws.

40.15.100 Hearing rules and regulations; adoption
Clarifies that hearing procedures are to be contained in the medical staff bylaws, which are subject to the approval of the board.

40.15.110 Hearing rules and regulations; contents; hearing officer powers
Wordsmiths (in a substantively neutral manner) existing language providing board the quasi-judicial authority to establish hearing rules and procedures, which procedures, by federal law, are required to be in the medical staff bylaws. [Based in part on section annotation by hospital attorney, Dick Monkman.]

40.15.120 Private or public hearings
Corrects provision to reflect that medical staff hearings on privileges and credentials are confidential by state law under the "peer review" privilege, and any identifiable patient health information presented at those hearings is also confidential as a matter of federal and state law. The proposed changes make it clear that these hearings are presumed confidential, and public hearings (if any) must follow the confidentiality rules of federal and state law. [Based on section annotation by hospital attorney, Dick Monkman]

40.15.130 Hearing; costs - no change

D. **Chapter 40.20 - Records** - no changes

E. **Chapter 40.25 - Finance** - no changes